AGENDA
JURY MANAGEMENT
Track Committee
August 1, 2007

9:00 a.m.   **Participant Introductions**

9:15 a.m.   **Overview**
- Pilot Project Recap
- Review Concept of Operation
- Legislative Changes
- Implementation Approach
- Committee Goals Discussion
- Session Approach – Brenda Marks

10:00 a.m.   **Jury Demonstration and Review of Functional Requirements**
- Import of a Secretary of State file
- Review of the Jury Master records
  - Voter ID
  - Maintenance of Permanently Excused
- Creation of Juror Group for each court of county
  - Create Groups
  - Random Selection – Report Number
  - Creation of Juror Group Questionnaire at Group Level
  - Processing Questionnaires in Jury Master Records
  - Explanation of Availability
- Panel Creation
  - Creating New Panel
  - Draw Prospective Jurors
  - Creation of Juror Panel Notices
  - Processing Juror Panel Notices
  - Panel Attendance Reports
  - Payment of Jurors and Trials
- Miscellaneous Functionality
  - Demonstrate Juror attendance records
  - Label Printing
  - Reporting

1:30 p.m.	**Records Retention**

- ➢ Records Retention Schedule
- ➢ Develop Records Purging Requirements

2:00 p.m.	**Review Standard Table Setup and Configuration**

- ➢ Demonstrate State Standard Setups
- ➢ Demonstrate Locally Controlled Setups
- ➢ Validate Setups and Identify Gaps

2:30 p.m.	**Review Standard Table Values for Jury Management**

- ➢ Validate Standard Table Values
- ➢ Identify Gaps in Standard Values

3:30 p.m.	**Review and Prioritize Pending Requirements/Modification Requests**

- ➢ Change in logic for choosing jurors to be paid
- ➢ Add a default post-summons panel status
- ➢ Add juror seat number to juror record and merge codes (creation of Voir Dire)
- ➢ Enhance Panel History Tracking
- ➢ Add Unavailability Report
- ➢ Ability to mass excuse people who are non-deliverable
- ➢ Statistical Report sorted by Group Status

FUNCTIONALITY GAPS

1. Provide ability to filter/search/verify a person's name as they may not appear on a jury list for more than one court during a 1-year term
2. Permanent Excusal Records Retention
3. Ability to draw additional jurors filtering by a designated area of the county (as ordered by the judge)
4. Export multiple Juror Groups by Year for each District Court and each lower court within a county
5. Print juror reimbursement checks